

11-1-1919

Board of Trustees Meeting Minutes 1919-11-01

Bowling Green State University

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Proceedings, Trustees Bowling Green Normal College

September 22 1919

D. O. Simon	Student Asst. Garden	80½ hrs. @ 0 30 per hr.	24 15
Aileen Beverstock	" "	19½ " 20 " "	3 90
			<u>4082 75</u>

Moved by Shatzel, seconded by Reynolds, that Louis Brandt furnish Board of Trustees with his plans and specifications for improvement of grounds: side walk on west side of Wayne between Court and Wooster Streets; parking strip on west side of Wayne from Wooster to Court Street; grading about dormitory on Court Street side and Wayne Street side; grading about science building; side walk to main entrance to science building; side walk from circle to side walk leading to front entrance to science building on east side of Wayne Street; grading on west side of side walk on Wayne Street from Wooster to Court Street, seventeen (17) feet back; side walk on west side of Wayne Street from Court to Ridge Street; beds for shrubbery around dormitory, administration and science buildings; and that Board of Trustees agrees to pay said Louis Brandt a commission of five per cent (5%) of the sum actually expended for such work, it being understood that the employment of said Louis Brandt is to be on the same terms as his employment for that improvement south of the Circle. Motion carried, the vote being: yes, Ganz, Shatzel, Reynolds.

Moved by Shatzel, seconded by Reynolds, that the following resignations be accepted: Marie Simpson and Lucy Meacham. Motion carried, all voting yes.

Moved by Shatzel, seconded by Reynolds, that the appointment of the following instructors by Dr. Williams be confirmed and that the salaries of said teachers be fixed by the Board as indicated. Motion carried, the vote being: yes, Ganz, Shatzel, Reynolds.

Grace M. Anderson	\$1350
G. W. Beattie	2800
F. G. Beyermann	2400
C. J. Biery	2700
Delia C. Briggs	1300
James W. Carmichael	1800
D. J. Crowley	1800
Lura M. Dean	1300
Harriet S. Hayward	2200
E. G. Hesser	2600
Laura Heston	1500
W. P. Holt	2700
P. P. Jones	2100
Herbert Kimmel	2200
Abbie Leatherberry	1300
Ethel J. Light	1300
Rea McCain	2000
Mabel E. Marshall, Librarian	1300
E. L. Moseley	2700
Caroline Nielsen	1600
J. R. Overman	2800
Grace Poorbaugh	1400
C. F. Roebs	2000
Bertha Scrimger	1300
Mrs. Maude Sharp, 12 months	1600
W. L. Spencer	1400
E. G. Walker	2750
J. W. Zeller, half-time	1250
	<u>53450</u>

Moved by Reynolds, seconded by Shatzel that the appointment of the following employees by Dr. Williams be confirmed and that the salaries of said employees be fixed by the Board as indicated. Motion carried, the vote being: yes, Ganz, Shatzel, Reynolds.

R. A. Sauer, Financial Clerk, Effective Aug. 4	\$ 1500
Marguerite P. Lamb, Clerk-Stenographer, Effective Aug. 4	900
Pearl Heiser, Stenographer, Effective July 1	720
A. C. Albaugh, Chief Engineer, Effective July 1	1080
C. W. Brothers, Fireman, Effective July 1	900
Orrin Lundy, Fireman, Effective July 1	900
John Meyers, Janitor, Effective July 1	870
W. E. Frost, Janitor, Effective July 1	810
Mrs. Wilda Martin, Janitress, Effective July 1	\$1 60 per day

Upon motion the Board adjourned to meet at the call of the President.

Attest: F. E. Reynolds Secretary _____ President.

Bowling Green, Ohio, November 1, 1919.

The Board of Trustees of the Bowling Green State Normal College met on above date at their Rooms in the Administration Building with the Vice-President E. H. Ganz in the chair and Treasurer D.C. Brown, J.E. Shatzel and Secretary F.E. Reynolds present. Dr. H. B. Williams, President of the College was also present.

The minutes of the meetings of September 13, 1919 and September 22, 1919 were read and approved.

The following communication from Dr. Williams to members of the Board of Trustees was read and ordered made a matter of record:

October 27th
1919

To the Members of the Board of Trustees
State Normal College

Gentlemen:

This is to advise you that according to the advertisement now running, bids will be received up to one P.M. on Saturday, November first, for the improvement of Wayne Street from the Circle south to Wooster Street.

At a meeting of the Board of Trustees with the State Emergency Board, relative to the completion of the Training School Building, on October 13th, it was suggested that, inasmuch as prices were so unstable, the Board of Trustees solicit bids from contractors for the completion of the work and the Building Commission would waive advertising. Accordingly the Board of Trustees requested Mr. Merriam, the Architect, to file the necessary papers with the Building Commission and to secure competitive bids as soon as possible. In a telephone conversation with Mr. Merriam on the 24th instant, he stated that he would be ready with bids on November first.

In view of these important items of business, I am taking the liberty after conferring with Supt. Collins, President of the Board of Trustees, at Toledo, on the 24th instant, to call a meeting of the Board on Saturday, November first, at one P.M. I hope every member can be present.

Very truly yours,

H. B. Williams

HBW/ML

The following communication from R. J. Merriam, Architect, was read and ordered made a matter of record:

NOTICE TO BIDDERS --oOo--

Sealed proposals will be received by the Board of Trustees of the Bowling Green State Normal College, at the Board's Offices, Bowling Green, Ohio, until One O'Clock P.M. of November the First, 1919, for the completion of Training School and Connecting Corridor, according to plans and specifications filed with the Auditor of State, A. V. Donahey; the Secretary of the Board of Trustees, F. E. Reynolds, Wapakoneta, Ohio, and the Architect, R. J. Merriam, Columbus, Ohio.

Proposals will be received including all construction and equipment necessary to complete the work as called for in plans and specifications and covered by Items (I) to Sixteen (16) inclusive.

Proposals will be received for the completion of the General Construction, including Items One (I) to Twelve (12) inclusive and Item Sixteen (16).

Separate Proposals will be received for Item Thirteen (13), Item Fourteen (14), and Item Fifteen (15).

Proposals submitted, shall be on forms furnished upon application to the Architect.

Each proposal submitted shall contain the full name of every person interested in same, and be accompanied by a sufficient surety equal to the total amount of bid. (See form of the State of Ohio Bond attached to blank proposal).

This surety in case bidder is successful, to continue as Contractors Bond, subject to the approval of the Attorney General.

The Owner reserves the right to reject any or all bids.

OUTLINE FORM OF PROPOSAL

ITEM. I.	EXCAVATION AND GRADING.....	LABOR....	MATERIAL.....	TOTAL.
ITEM. II.	CONCRETE & CEMENT WORK.....			
"	III.	REINFORCED CONCRETE.....		
"	IV.	CUT STONE..		
"	V.	BRICK WORK.		
"	VI.	TILE, MARBLE & SLATE WORK.		
"	VII.	LATHING & PLASTERING.		
"	VIII.	CARPENTER WORK.		
"	IX.	ROOFING & SHEET METAL WORK.		
"	X.	PAINTING & GLAZING.		
"	XI.	IRON & STEEL.		

- ITEM. XII. ORNAMENTAL IRON.
- " XIII. ELECTRICAL WORK.
- " XIV. PLUMBING
- " XV. HEATING & VENTILATING.
- " XVI. LIGHTING FIXTURE ALLOWANCE.

NOTES.

I. Contractors should visit the Building before figuring the work, as it is the intention to take the Building in its present condition; making good all defects, supplying any omissions, installing all equipment required under the different headings, and furnishing necessary labor to carry the work to completion as originally intended and as shown on plans and described in specifications.

II. Item XVI, is an allowance of Eleven Hundred Dollars (\$1100.00) to be included in all bids contemplating the entire work, in all General Construction Bids, and in all separate bids on Electrical Work. The above amount to be at the disposal of the Owner for applying on purchase of Lighting Fixtures and Lamps.

Moved by Shatzel, seconded by Brown, that the hour having arrived for the opening of bids for the completion of the Training School building the Board should proceed to open bids, the vote being, yes:-Ganz, Brown, Shatzel, Reynolds. Motion carried.

The following bids on the several items as given in "Notice to Bidders" by R. J. Merriam, architect, were read:-

BIDS FOR COMPLETING TRAINING SCHOOL BLDG.

Names of Contractors	1.Total Gen. Construction except 14 & 15	2 Plumbing	3 Heating & Ventilating	4 Electric Work	Notes
G.W.Doerzbach & Bro. Sandusky, O.	\$72,489.00				
L.G.Foltz & Sons Columbus, O.	56,600.00				
H.C.McCall Columbus, O.	60,400.00				Excepting also Item 13.
The Huffman-Wolfe Co. Columbus, O.		\$15,740.00	\$12,233.00		
The S.A.Esswien Heating & Plumbing Co. Columbus, O.		17,210.00	14,185.00		Does not include patching & cutting, All or none. No surety.
A.W.Reynolds Columbus, O.		16,835.00			No surety.
The Bryce Heating & Ventilating Co. Toledo, O.			11,470.00		
R. Raitz & Co. Ltd. Toledo, O.			11,972.00		
The McKeever Elec. Co. Columbus, O.				\$4,540.00	No surety.

Moved by Shatzel, seconded by Brown, that the President of the College and Secretary of the Board arrange a meeting with the Emergency Board of Ohio at earliest possible date and that a meeting of this Board be arranged for the same date, the Secretary to notify members as soon as arrangements have been made. Motion carried.

Moved by Shatzel, seconded by Reynolds, that the hour having arrived for the opening of bids for the improvement of the College grounds the Board should proceed to open bids, the vote being, yes:-Ganz, Brown, Shatzel, Reynolds. Motion carried.

The following bid from the Finch Engineering Company was read:-

Bids for the Improvement of Wayne Street from Circle to Wooster Street.

	Grading	Drainage	Stone Curbing	Removing Trees	Removing Board Walk	Paving	Total
Finch Engineering Co. Bowling Green, O.	\$1413.60	\$591.80	\$45.20	\$100.00	\$5.00	\$3842.00	\$5997.60

The President announced the bid was more than the estimate and would thus have to be refused consideration.

Dr. Williams turned over to Treasurer Brown \$305.59 balance on year 1918-1919 from farm sales, miscellaneous items and fees.

The following communication from Hon. John G. Price, Attorney General of Ohio, to Dr. Williams was read and ordered made a matter of record.

STATE OF OHIO
OFFICE OF THE ATTORNEY GENERAL
COLUMBUS

Oct 31 1919

OPINION 751

The Board of Trustees of the
Bowling Green State Normal College,
Bowling Green, Ohio

Gentlemen:

There has this day been submitted to me for my approval, as per section 2314 G.C., a contract between your board and Mr. Louis Brandt, Landscape Architect, relative to certain contemplated improvements at your institution.

I have approved said contract and am this day filing same, with my said approval indorsed thereon, with the auditor of state.

Respectfully,

JOHN G. PRICE
Attorney General.

Dr. Williams read a list of transfers of money requested of the Budget Commissioner of Ohio as follows:-

APPLICATION FOR TRANSFER

Bowling Green, Ohio, Oct. 14, 1919

To W. T. Donaldson,
Budget Commissioner.

Application is hereby made to the Controlling Board to transfer and reapportion funds as follows:

House Bill No 536 General Assembly.

State exactly why classification, to which transfer is desired, is inadequate:--

TRANSFERS

- (a) \$2750.00 from A-1, Dean, to A-1, Professors, Instructors and Other Employees
- (b) \$60.00 from A-2, Wages, to A-1, Two Janitors

REAPPORTIONMENTS

- (a) A-1, Two Extension Lecturers \$4000.00 as follows: One at \$2300.00, and one at \$1500.00.
- (b) If transfer (b) above is allowed, reapportionment A-1, Two Janitors, \$1680.00 plus \$60.00, as follows: One at \$900.00 per year, and one at \$840.00.

EXPLANATIONS

1. Transfer (a) To increase salary of Dean so as to properly recognize responsibility and executive ability demanded by the position.
2. Reapportionment (a) To adjust salaries of two extension teachers on a basis of experience and other qualifications.
3. Transfer (a) and Reapportionment (b) To put salaries of two janitors on same basis as year 1918-1919.

Transfer is desired not later than (at once)

Signed H. B. Williams
Department or Commission.

State of Ohio
BUDGET COMMISSIONER
Columbus

E.M. Fullington,
Commissioner

October Seventeenth,
Nineteen Nineteen

Dr. H.B. Williams, President,
Bowling Green State Normal School,
Bowling Green, Ohio.

Dear Sir:-

Your application for transfer of \$2,750.00 from A-1 Dean to A-1 Professors, Instructors & Other Employees was deferred by the Control-

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ling Board. That of \$60.00 from A-2 Wages to A-1, 2 Janitors was allowed.

The reapportionment of salaries of two Janitors was allowed as follows:- One at \$900.00 per annum
" " 840.00 " "

Reapportionment for two Extension Teachers was
One at \$2,300.00 per annum
" " 1,500.00 " "

Very truly yours,

Nan Bakin
Secretary.

The following communications from Herbert Kimmel were read and ordered made a matter of record.

October 31, 1919.

President and Board of Trustees,
State Normal College,
Bowling Green, Ohio.

Sirs:

At a recent meeting of the Teachers' Association of the Bowling Green State Normal College E. G. Walker and Herbert Kimmel were appointed members of a committee on salaries to cooperate with the Board of Trustees in using its influence to secure from the legislature soon to meet in an adjourned session a more equitable salary schedule for the members of the faculties of our five state educational institutions.

Very truly yours,

HERBERT KIMMEL
Secretary-Treasurer

October 31, 1919.

To the President and Board of Trustees of
The State Normal College of
Bowling Green, Ohio.

The Members of the Faculty of the Bowling Green State Normal College have directed me to thank the President for recommending and the Board of Trustees for granting us an increase in our salaries.

Very sincerely yours,

HERBERT KIMMEL
Secretary-Treasurer.

Moved by Shatzel, seconded by Brown, that the President appoint a committee to cooperate with similar committees from other state educational institutions on salary readjustments for faculty members. Motion carried.

The President thereupon appointed J. E. Collins and F. E. Reynolds to represent this Board.

Moved by Shatzel, seconded by Brown that estimate No. 2 for \$2102.53 on General Purpose Barn and Silo by Corl & Schwab be allowed and ordered paid upon presentation of receipted bills covering all labor and material used in work and after certain changes are made as recommended by the architect to the satisfaction of Dr. Williams, the vote being, yes:- Ganz, Brown, Shatzel, Reynolds. Motion carried.

Dr. Williams made statement of expenditures for the year ending June 30, 1919, and the same was ordered made a matter of record.

Agriculture	\$1225 84	History	\$ 54 00
Bacteriology	30 23	Home Economics	433 10
Biology	559 45	Industrial Arts	556 97
Chemistry	458 04	Library	2090 07
Commencement Speaker	100 00	Mathematics	155 12
Communication	130 45	Moving & Repair. Houses	108 62
English	89 07	Music	180 80
Traveling Expense	2150 50	Office	627 75
Foreign Language	71 67	Physics	266 82
Freight, Drayage & Express	164 17	Physical Training	181 52
Fuel (Incl. Frt. & Hauling)	3692 29	Training School	657 96
General Plant	6399 71	Cement Walks, etc.	6078 30
Geography	752 02	Training School Bldg.	6891 53
			<u>\$34046 00</u>
Salaries	57610 73		
Wages	14516 76		
	<u>\$72127 49</u>		

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Moved by Shatzel, seconded by Brown, that the following bills, and payrolls be allowed and ordered paid, the fund designation to be made by Dr. Williams, the vote being, yes:- Ganz, Brown, Shatzel, Reynolds. Motion carried.

H. B. Williams	President	1 mo.		\$358 33
E. G. Walker	Dean	1 "		229 16
Mrs. Maude Sharp	Dean of Women	1 "		133 33
C. F. Reeb	Extension Instr.	1 "		257 51
Faye Bennet	Do	1 "		83 33
G. W. Beattie	Instructor	1 "		311 10
F. G. Beyermann	"	1 "		266 66
C. J. Biery	"	1 "		300 00
James Carmichael	"	1 "		200 00
D. J. Crowley	"	1 "		200 00
E. G. Hesser	"	1 "		288 88
W. P. Holt	"	1 "		300 00
P. P. Jones	"	1 "		233 32
Herbert Kimmel	"	1 "		244 44
E. L. Moseley	"	1 "		300 00
J. R. Overman	"	1 "		311 10
J. W. Zeller	"	1 "		138 88
Harriet S. Hayward	"	1 "		244 44
Laura Heston	"	1 "		166 66
Ethel J. Light	"	1 "		144 44
Rea McCain	"	1 "		222 22
Caroline Nielson	"	1 "		177 76
Grace Anderson	Critic Teacher	1 "		150 00
Delia C. Briggs	Do	1 "		144 44
Lura M. Dean	"	1 "		144 44
Abbie Leatherberry	"	1 "		144 44
Grace Poorbaugh	"	1 "		155 54
Bertha Scrimger	"	1 "		144 44
Mabel E. Marshall	Librarian	1 "		144 44
John Stitt	Instr. in Phys. Ed.	"		200 00
R. A. Sauer	Financial Clerk	1 mo.		\$125 00
Marguerite Lamb	Clerk	1 "		75 00
Pearl Heiser	Stenographer	1 "		60 00
A. C. Albaugh	Chief Engineer	1 "		90 00
John Meyers	Janitor	1 "		75 83
Wm. E. Frost	"	1 "		70 83
C. W. Brothers	Helper, Power House	1 "		75 00
Orrin Lundy	Do	1 "		75 00
Mrs. W. Martin	Janitress	26 da.	@ 1 60 per da.	41 60
Gertrude Hoffman	Stu. Asst. Library	35 hrs.	@ 15 " hr.	5 25
Gertrude Phoenix	Do	56 "	@ 15 " Do	8 40
Naoma Lovejoy	"	9 "	@ 15 "	1 35
Mary Walsh	"	13 "	@ 15 "	1 95
Nelle Yoh	"	18 "	@ 15 "	2 70
Edna Peterson	"	17 "	@ 15 "	2 55
Florence Von Stein	"	30 "	@ 15 "	4 50
Cloyce Bowen	Stu. Asst. Garden	20 1/2 "	@ 10 "	2 05
Lester Faurot	Do	17 "	@ 30 "	5 10
Howard Ham	"	16 "	@ 30 "	4 80
				\$7067 21

1918-1919 Appropriation

C-8

Clevenger's Store	Cheese Cloth	\$ 6 00
E. M. Butler	Iodine, etc.	4 80

C-11

Hopper Hdw. Co.	Screens & Tacks	16 89
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E-5

Hopper Hdw. Co.	Trough & Shovel	5 50
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E-8 Other

J. D. Gerken Co.	Blower System	753 00
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E-8 Library

Grand Rapids Board of Education	School survey	1 10
The MacMillan Co.	Books	75

E-8 Other

Eberbach & Son	Precision Balance	22 00
Jackson Piano Co.	Three pianos	684 00

G-3 Training School

Ohio State Reformatory	Furniture	1926 50
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1919-1920 Appropriation

A-2 Wages

Wiggins Plumbing Co	Labor on cable	17 15
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C-8

English Bros.	Groceries	75
McCrary & Aller	Dry cells	2 40
Underwood Typewriter Co.	Rent for two months	60 00
Dennison Mfg. Co.	Card Holders	3 50
Maas Bros.	Groceries, Home Economics	16 55
A. E. Hughes & Co.	Ice	45

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<u>C-9</u>	E. M. Butler	Cow's Base & Soap	\$ 6 00
<u>C-11</u>	Rohtert WaterPurf. Co.	Boiler Compound	29 40
	McCrorry & Aller	Dry Cells	8 27
	The Handey Lumber Co.	Lumber	2 40
	The Hopper Hdw. Co.	Screens & Tacks	42
<u>D-3</u>	Wiggins Plumbing Co.	Materials for fixing cable	14 28
<u>E-8</u>	Wards National Science Est.	Naptha Cones	3 40
<u>E-9</u>	L. Wolfe Mfg. Co.	Repairs on Drinking Fountain	55
<u>F-4</u>	The Ohio N. Pub. Service Co.	Light & Power for October	45 20
<u>F-5</u>	T & O. C. Ry Co.	Freight on Car of Furniture	50 06
	Fred Cook	Freight and Drayage	30 88
<u>F-6</u>	Harriet S. Hayward	Traveling Expense for October	15 45
	Chas. F. Reebbs	Do	90 51
	Faye Bennett	" to October 21st	21 34
	E. H. Ganz	" " " 31	9 00
	F. E. Reynolds	" " " "	13 97
	Faye Bennett	" " " "	26 48
	D. C. Brown	" for October	29 25
	Faye Bennett	" to November 7th	21 76
	J. E. Shatzel	" " " "	14 90
<u>F-7</u>	Wood County Telephone Co.	Tolls & Service	6 90
<u>F-9</u>	Home Steam Laundry	Laundry, Home Economics	6 14
	J. H. Wilkins	Do	4 61
	F. W. Ives	Expense on Barn Contract	7 45
<u>G-3</u>	Houghton Mifflin Co.	Rural School Intelligence Tests	12 76

Duplicated (See above)
 Moved by Shatzel, seconded by Brown, that estimate #2-Final amounting to \$2102.53 of Corl & Schwab on Barn and Silo be allowed, the vote being, yes:-Ganz, Brown, Shatzel, Reynolds. Motion carried.

Upon motion the Board adjourned.

Attest: J. E. Reynolds Secretary. _____ President.

Columbus, Ohio November 7, 1919.

The Board of Trustees of the Bowling Green State Normal College met on above date at the Neil House, Columbus, with President J. E. Collins in the chair and Vice-President E. H. Ganz, J. E. Shatzel and Secretary F. E. Reynolds present. Dr. H. B. Williams, President of the College, was also present.

The following communication from the Emergency Board to Dr. Williams was read and upon motion by Shatzel, seconded by Ganz, was ordered made a part of the records, the vote being, yes:- Collins, Ganz, Shatzel, Reynolds. Motion declared carried.

Bowling Green State Normal College
 Bowling Green, Ohio.

At a meeting of the Emergency Board, held in the office of the Auditor of State on November 5, 1919, you were, in accordance with the provisions of Sections 2312 and 2313, General Code of Ohio, granted an emergency allowance in the sum of FORTY EIGHT THOUSAND EIGHTY-THREE and 80/100 (\$48,083.80) DOLLARS, for the following purpose:

For Completing Training School Building. . . . \$48,083.80.

A. V. DONAHEY
 Secretary Emergency Board

J. E. Shatzel reported to the Board that a summons had been served on him in an action in the Common Pleas Court of Wood County, Ohio, in the case of the Carnahan Mfg. Co., against the Bowling Green State Normal College et al. In view of such summons:

Moved by Shatzel, seconded by Ganz, that inasmuch as all contractual relations heretofore existing between this Board and The Steinle Construction Company have been terminated, the Auditor of State be and he is hereby requested to determine, or cause to be officially